

The National Transit Institute

The National Transit Institute, at Rutgers The State University of New Jersey, was established under the Intermodal Surface Transportation Efficiency Act of 1991 to develop, promote, and deliver training and education programs for the public transit industry. NTI offers a broad curriculum of training in subject areas of critical importance where training does not exist or is limited.

Program areas include:

- Advanced Technologies Innovative Practices,
- Compliance with Federal Regulations,
- Management and Professional Development,
- Multimodal Transportation Planning, and
- Workplace Safety.

NTI produces, *Transitions*, a newsletter focused on training information, and a quarterly calendar of national training activities. NTI also maintains a clearing house of transit related information.

Listservers

NTI's listservers provide users with a forum to discuss ideas, seek information, receive valuable input, and keep abreast of important news or announcements.

By providing a subscription service that sends an e-mail message to all other subscribers, these listservers allow transit professionals to communicate with a large number of colleagues and professionals with minimal effort. It's easy to join a listserver just visit our website at: www.NTIONLINE.com and click on Listservers in the bar on the lefthand side of the page.


National Transit Institute
Rutgers, The State University of NJ
120 Albany Street, Tower Two, Suite 250
New Brunswick, NJ 08901-2130



Disadvantaged Business Enterprise

St. Paul, MN

March 28-30, 2006



*The National Transit Institute,
at Rutgers, The State University of New Jersey, is a training
and education resource for the transit industry and is funded
through a grant from the Federal Transit Administration*

Purpose

US DOT's Disadvantaged Business Enterprise (DBE) regulations apply to all transportation agencies that receive funding from the FTA. This three-day course will provide a historical overview of the DOT's Disadvantaged Business Program. Attendees will be provided with the tools necessary to design and implement a DBE program in their organizations or agencies.

Objectives

- To demonstrate understanding of the US DOT's new DBE regulation, 49 CFR Part 26, and DOT guidance.
- To demonstrate how to design and implement an effective DBE program in a transit agency.
- To describe how the DBE program complements the organizational mission of the transit agency and be able to express this relationship to both senior management and the community at large in ways that generate support for the DBE program.
- To demonstrate how to effectively integrate and coordinate the DBE program with other internal transit agency offices, including procurement
- To practice the proper and consistent interpretation of the application of US DOT's DBE regulation, 49 CFR Part 26
- To apply eligibility certification procedures and recognize important ways that fraud can occur
- To demonstrate how to use the training manual as a uniform reference guide for DBE staff activities
- To prepare DBE reports

Audience

This course is intended for current and new transit professionals that engage in federally funded activities. This course is particularly beneficial for General Managers,

DBE managers, procurement managers and their staff at state DOT's, transit agencies, and Metropolitan Planning Organizations.

Schedule

Day One Registration 7:30 AM 8:00 AM - 4:30 PM
Day Two 8:00 AM - 4:30 PM
Day Three 8:00 AM - 4:30 PM

CEUs

Participants will be awarded 2.1 CEUs (continuing education units) for full attendance at the course.

Registration Information

This course is designated as a Federal Program Responsibility topic and is free to public sector staffs engaged in the provision of mass transit services. Tuition for all others including contractors and consultants is \$450. Registration is required for all participants. Payment is due with registration. Registration and payment by credit card, if applicable, can be done on-line at **www.NTIONLINE.com**. Please include your check or money order payable to Rutgers University - NTI. If you are required to pay tuition, your registration cannot be processed without payment. Attendees should make their own travel and lodging arrangements. All training is held in accessible facilities.

Please advise if you require special accommodations and course materials at least two weeks in advance of the course.

Refund and Cancellation Policy

Refunds take about five weeks to process. **No refund will be issued if a FAX or written cancellation is not received and acknowledged.** Cancellation with full refund will be accepted until 14 days prior to the class. No refunds will be given for cancellations received after that date. Those who have registered but are unable to attend may send a substitute, but please notify NTI.

If you are required to pay tuition register at www.NTIONLINE.com or mail your registration to:
Registrar, National Transit Institute, Rutgers,
The State University of New Jersey
120 Albany Street, Tower Two, Suite 250,
New Brunswick, NJ 08901-2130

Disadvantaged Business Enterprise Registration Form

check desired course

_____ St. Paul, MN

March 28-30, 2006

Please print.

*First Name MI

*Last Name

Title/Position

Full Organization Name

Business Address

City

State Zip

Email

Telephone Home phone (for emergency only)

Fax

Type of Agency:
____ Transit ____ MPO ____ State DOT ____ US DOT ____ Consulting

____ Other
please identify

* Indicate name as it should appear on course completion certificate

Consultants/Contractors only Fee \$450

____ Check enclosed payable to Rutgers University-NTI

For more information call NTI at 732.932.1700.